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| Risk Area | Level | Action Plan |
|  | **(H/M/L)** |  |
| Development team does not have the technical skills to implement the project. | **High** | Use skills taught in class and doing extra study outside school to gain the necessary knowledge. |
| Project becomes too complicated to develop. | **High** | Iterate back and redefine scope. |
| The timeline for the project completion changes | **High** | Communicate with client to reschedule the project finish date and increase the weekly workload. |
| The requirements of the project change prior to implementation. | **Low** | Implementation is outside the scope of this project. |
| Client may withdraw from project | **Low** | Continue with project and seek guidance from project mentor (Sam) and supervisor. |
| The system does not meet client’s requirements | **Medium** | Should make sure that functional requirements are the guideline for the project development, to each stage of project development. Always communicate with client in order to get the feedback. |
| The system becomes too hard to operate/use. | **Medium** | Create prototype and deliverable release for client to test and feel for a period of time and get the feedback from client. |
| Lose of documentation | **High** | Electronic copy of documentation has to be uploaded to wiki as well as made a backup on computer hard drive. |
| Team member leave | **Low** | Does not affect as I am doing Project alone. |
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